

VILLAGE OF COTTAGE GROVE
PLAN COMMISSION
Wednesday, May 11, 2016

MINUTES

1. Call to order

The regular meeting of the Plan Commission for May 11, 2016, was called to order at 6:30 p.m. by Jack Henrich

2. Determination of quorum and that the agenda was properly posted.

It was noted that a quorum was present and that the agenda was properly posted. Roll Call was taken. Commission members present were: Kyle Broom, Mick Conrad, Jack Henrich, Phyllis Jones-Morrison, Jon Russell and Fred Schulze. Don Brinkmeier arrived at 6:34 p.m. Staff members present were Village Administrator Matt Giese, Village Planner Erin Ruth, Village Attorney Leighton Boushea and Village Clerk Lisa Kalata.

3. Pledge of Allegiance

4. PUBLIC APPEARANCES – *Public's opportunity to speak about any subject that is not a specific agenda item.*

None

5. Discuss and consider the minutes from the Plan Commission meeting of March 9, 2016.

Motion by Jones-Morrison to approve the minutes from the March 9, 2016 Plan Commission meeting with the correction of Fred Schulze's name, seconded by Conrad. **Motion** carried with a voice vote of 7-0-0.

6. Discuss and consider the minutes from the Plan Commission meeting of April 13, 2016.

Motion by Conrad to approve the minutes from the April 13, 2016 Plan Commission meeting with the correction of Fred Schulze's name, seconded by Jones-Morrison. **Motion** carried with a voice vote of 7-0-0.

7. Discuss and consider analysis of current parking regulations within the Zoning Ordinance.

Ruth explained the staff report and indicated that any changes would go to a public hearing and then would be brought back to the Board of Trustees. Ruth had asked for feedback from the report. Broom would like to see one parking space for studio apartments versus 1.5 parking spaces. Conrad would like to have a definition of senior housing. Giese indicated that Ruth did a great job on the research and preparing the report on the parking audit. **Motion** by Henrich to authorize Ruth to draft the changes to the parking regulations as described in the staff report, with the suggested changes for senior studio, 1 and 2 bedroom apartments to one parking space and senior 3 or more bedroom apartments to 1.5 parking spaces, seconded by Broom. **Motion** carried with a voice vote of 7-0-0.

8. Discuss and consider an outline for a revised Economic Development Chapter in the Comprehensive Plan.

Ruth explained the staff report that includes the outline for the Economic Development chapter in the Comprehensive Plan that CDA is working with as well. Ruth would like another set of eyes to look over the outline to make sure we are not missing anything. **Motion** by Henrich to approve the outline as presented and to approve staff to continue to develop the Economic Development chapter in the Comprehensive Plan, seconded by Russell. **Motion** carried with a voice vote of 7-0-0.

9. Comments from Commission Members.

Brinkmeier-none, Broom-none, Jack- nice to have a full commission, Conrad-none, Jones-Morrison-none, Russell- none, Schulze-none

Lee updated the commission on the meeting with CARPC and what the next steps are in the process.

Future agenda items.

Public hearing for zoning changes to parking regulations and update on CARPC.

10. Adjournment

Motion by Schulze to adjourn at 6:58 p.m., seconded by Jones-Morrison. **Motion** carried with a voice vote of 7-0-0.

Respectfully Submitted,
Lisa Kalata, Clerk
Village of Cottage Grove
Approved: June 8, 2016

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.